

FY2003 Instruction Memorandums

Date	Subject
October 1, 2002	Cell Phone Management
October 15, 2002	Persons W/Disabilities Action Plan, Accomplishment Report and Hispanic Employment Nine-Point Plan and Accomplishment Report
October 18, 2002	Designation of Custodial Property Officers
October 30, 2002	Update on Programmatic Biological Assessment - Attachment 1
November 12, 2002	Decision, Protest and Appeal Procedures for Oil and Gas Leasing
November 15, 2002	GIS Data Standard for Administrative Ownership/Land Status
November 19, 2002	Implementing the President's Healthy Forest Initiative
November 20, 2002	State Safety Council
November 27, 2002	Clearance of Backlog Cultural Resource Reports in Conformance with Utah Protocol with State Historic Preservation Officer
December 13, 2002	Updates of National 7.5' Topographic Maps Bordering Manti-La Sal National Forest
December 20, 2002	Rangeland Monitoring Review
December 23, 2002	Official Fire Management Correspondence between Offices
December 23, 2002	Update of Washington Office (WO) Request for Fish, Wildlife, Botany, and Special Status Species Data. See WO Instruction Memorandum (IM) No. 2003-046.
December 30, 2002	Pesticide Use Proposals
January 21, 2003	New Sensitive Plant Species List
January 22, 2003	Index for Contract Files
January 24, 2003	Guidance on Project Evaluation and Section 7 Consultation for Mexican Spotted Owl Habitat Using Available Habitat Models
January 28, 2003	APD Process Bench Marking Project
January 29, 2003	Rangeland Management Drought Meeting
February 26, 2003	DOI Safety Day
March 14, 2003	2003 Fire Restrictions
March 19, 2003	Competitive Sourcing Studies
March 21, 2003	Land and Water Conservation Fund (LWCF) Program Packages for FY2005 Funding
March 28, 2003	Utah Data Steward Designation
April 3, 2003	Review of Revisions to the Cultural Resource Manuals
April 25, 2003	Application for Permit to Drill (APD) – Process Improvements: #5 - Revise Onshore Oil and Gas Order No. #6 - Revise Oil & Gas "Gold Book"
May 1, 2003	Oil and Gas Management, Program Elements
May 8, 2003	Membership in Professional Societies and Professional Certifications
June 18, 2003	Utah Burned Area Emergency Response (BAER) Team Implementation
July 1, 2003	Omnibus Transportation Testing Act of 1991

July 1, 2003	FY 2003 Self-Assessment Program Review – Issuing Oil and Gas Leases
July 8, 2003	FY 2003 Self-Assessment Program Review, Inspection and Enforcement Production Accountability
July 11, 2003	Initiating the Implementation of Utah's Statewide National Environmental Policy Act (NEPA) Assessment
July 11, 2003	Follow-up to Mid-Year (MY) 2003 Recreation Management Information System Data Call
July 21, 2003	Three-Year Fleet Management Plan
July 31, 2003	Seed Collection Policy and Pricing
August 6, 2003	Sustaining Working Landscapes (SWL) Policy Development
August 25, 2003	Security and Virus Signature Updates for Laptop Computers
August 27, 2003	Fiscal Year 2003 Cultural Resource Management Program Annual Report
September 4, 2003	“Back Country Trail” Tool for Off Highway Vehicle (OHV) Use Management
September 9, 2003	Reduction of Charge Card Delinquency
September 11, 2003	Integration of the Energy Policy and Conservation Act (EPCA) Inventory Results on Oil and Gas Leasing Stipulations into the Land Use Planning
September 19, 2003	Emergency Stabilization and Rehabilitation (ES&R) Project Funding Request for FY-04 and FY-03 Accomplishment Report
September 22, 2003	Charter for Utah BLM Spatial Information Technology Users Group
September 29, 2003	Student Educational Employment Program Recruitment Requests
September 30, 2003	Annual Protocol Meeting with State Historic Preservation Office and Submission of Annual Project Logs and Summary Report